

ESCRICK PARISH COUNCIL

MINUTES OF ESCRICK PARISH COUNCIL FINANCE & ADMIN COMMITTEE MEETING ON MONDAY 1ST APRIL 2019

Chairman: Cllr R Rowson

Clerk/RFO: Mrs H Guest, 40 Linden Way, Thorpe Willoughby, YO8 9ND
clerk@escrick.org

Part 1

AFC19001: Attendance

- a. Apologies - none.
- b. Present - Cllrs Rowson, Cunningham, Moran, Luscombe and the Clerk.
- c. Attendance book - Councillors, Public and Press were requested to sign the Attendance book.

AFC19002: Welcome: Chairman welcomed Councillors present at meeting.

AFC19003: Interests: Chairman reminded members of the need to make any declarations of interest in any agenda items - none.

AFC19004: Minutes: Noted that the Minutes of the last Finance and Admin Meeting held on 26th September 2018 were approved by the full Council.

AFC19005: Electors' Comments: No electors present.

AFC 19006: Review of financial reporting: It was resolved that more in depth reporting to be carried out for each full Parish Council meeting, to include itemised debtors/creditors and highlight ring fenced funds. Cllrs Rowson and Moran to meet with the Clerk to discuss. Agreed actions to be circulated to all Councillors for information.

AFC19007: Traffic light loan application requirements - Cllr Cunningham reported on requirements for a Public Works Loan Board application: a public consultation would be required ahead of loan application as this will require a precept increase - then to produce a summary of projected finances to advise lender. Cllr Rowson to speak to Highways regarding project timings and to create a paper to summarise the project - this to be circulated to Councillors ahead of the next meeting. YLCA to be contacted by Clerk ahead of the next meeting as 'Secretary of State' in terms of borrowing approval.

AFC19008: Review of financial position: This covered in previous item. Clerk to find an internal auditor, then to circulate information to Councillors after internal audit carried out and before Council's approval of accounts/governance.

AFC19009: Payments to be made

1. Lilies Water Gardens (retrospective for the purchase of plants for the Village Green pond to be made to Cllr Luscombe to reimburse payment). VGA to reimburse Cllr Luscombe for this purchase and so not to be paid by Parish Council.

Closure of Part 1 meeting.

Part 2

AFC19010: Confidential business: It was resolved to exclude Public and Press on the grounds that matters for discussion affect individual staff members/ procedures/ legal/ finance issues.

AFC19011: Staff matters: Clerk's appraisal and objectives. It was resolved that Chairman obtain feedback from all Councillors and then to arrange an appraisal meeting as soon as possible.

8.40pm: Closure of meeting.

Signed **R Rowson**

Chairman, Escrick Parish Council

Date : 13th May 2019